

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: Discussion D 5

DATE: September 9, 2010

SUBJECT: Council Meetings and Hearing Date
October to December 2010

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

ISSUE:

The issue before Council is to set the schedule for the October through December Council meetings and set hearing dates for the 2011 Budget and 2010 Budget Amendments.

SUMMARY:

During the months of October, November and December the Council will have hearings on the 2011 Budget and amendments to the 2010 Budget. There are several resolutions and ordinances for tax levies, salaries, fees schedules and other budget related issues that need to be adopted as part of the budget process. Staff has prepared a tentative agenda schedule for budget items that will allow for the cancellation of the second meeting in November and rescheduling of the December meetings.

Public hearings on the 2011 Budget will be set for October and November 2010. Public hearings on any required amendments to the 2010 Budget will be held in November and December.

The Council has a Budget Retreat scheduled for October. The tentative date set was October 2nd at the Monroe Library. The financial condition of the City is a concern for the Council and the general public. Levels of service, utility rates, fees and city programs have been addressed by the Council as part of the budget process. In order to allow citizens to participate in the budget process it is recommended the retreat be held on October 9, 2010 at the Community Center in Sultan. (The Library book sale is scheduled for October 2nd.)

The following is the proposed schedule for October to December:

PURPOSE	SCHEDULED DATE	RECOMMENDED DATE
Budget Retreat	October 2, 2010	October 9, 2010
Regular Council	October 14, 2010	October 14, 2010
Regular Council	October 28, 2010	October 28, 2010
Regular Council	November 10, 2010	November 18, 2010
Regular Council	November 24, 2010	Cancel
Regular Council	December 9, 2010	December 2, 2010
Regular Council	December 22, 2010	December 16, 2010

RECOMMENDED ACTION:

Staff recommends the revised schedule be approved and the Clerk be directed to publish the required notices.

Attachments: A. Draft Agendas for October to December 2010
B. Calendars for October to December 2010

**ATTACHMENT A
DRAFT AGENDA ITEMS**

OCTOBER 28, 2009 – Agenda Items

HEARINGS:

- 1) 2011 Preliminary Budget and Property Tax Levys

ACTION ITEMS:

- 1) Ordinance - 2011 Tax Levy for Police Bond
- 2) Ordinance - 2011 Property Tax Levy

DISCUSSION:

- 1) 2011 Fee Schedule

NOVEMBER 18, 2009 Agenda Items

HEARINGS:

- 1) 2011 Final Budget
- 2) 2010 Budget Amendments (If required)

CONSENT AGENDA

- 1) Ordinance - 2011 Tax Levy for Police Bond – Must be adopted by November 30.
- 2) Ordinance - 2010 Property Tax Levy – Must be adopted by November 30.

ACTION ITEMS: - First Reading

- 1) Ordinance - 2011 Budget
- 2) Ordinance - Salary Schedule
- 3) Resolution - Salary Allocations
- 4) Resolution - Interest Allocations
- 5) Resolution - Fee Schedule

DECEMBER 2, 2009 Agenda Items

HEARINGS:

- 1) 2010 Budget Amendments

ACTION ITEMS:

- 1) Ordinance - 2011 Budget - Adoption
- 2) Ordinance - Salary Schedule
- 3) Ordinance - 2010 Budget Amendments - First Reading

DECEMBER 16, 2009 Agenda Items

ACTION ITEMS:

- 1) Ordinance - 2010 Budget Amendments - First Reading
- 2) Renewal of Professional Service Contracts as needed (Attorney, consultants)

2010 SEPTEMBER	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 SPECIAL COUNCIL MEETING COMP PLAN	3	4
	5	6	7	8	9 REGULAR COUNCIL MEETING	10	11
	12	13	14	15	16 SPECIAL COUNCIL MEETING COMP PLAN	17	18
	19	20	21	22	23 REGULAR COUNCIL MEETING	24	25
	26	27	28	29	30		

2010 OCTOBER	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1	2
	3	4	5	6	7 SPECIAL COUNCIL MEETING COMP PLAN IF NEEDED	8	9 COUNCIL BUDGET RETREAT
	10	11	12	13	14 REGULAR COUNCIL MEETING	15	16
	17	18	19	20	21	22	23
	24	25	26 JOINT COUNCIL AND PLANNING BOARD MEETING	27	28 REGULAR COUNCIL MEETING	29	30
31							

2010 NOVEMBER	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5	6
	7	8	9	10 SCHEDULED COUNCIL MEETING - CHANGE	11 HOLIDAY	12	13
	14	15	16	17	18 COUNCIL MEETING DATE REVISED	19	20
	21	22	23	24 SCHEDULED COUNCIL MEETING - CANCEL	25 HOLIDAY	26 HOLIDAY	27
	28	29	30				

2010 DECEMBER	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 COUNCIL MEETING DATE REVISED	3	4
	5	6	7	8	9 SCHEDULED COUNCIL MEETING - CHANGE	10	11
	12	13	14	15	16 COUNCIL MEETING DATE REVISED	17	18
	19	20	21	22 SCHEDULED COUNCIL MEETING - CHANGE	23 HOLIDAY	24 HOLIDAY	25
	26	27	28	29	30	31	